# VICTIM ASSISTANCE

A GUIDE FOR COMMUNITIES IN THE NORTHWEST TERRITORIES

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# VICTIM ASSISTANCE

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# INTRODUCTION

## Why was this guide prepared?

This guide is written to suggest some steps you and members of your community may want to take so you can provide more help to people who are victims of crime in your community.

In the past the needs of victims of crime have largely been ignored by the criminal justice system. This is changing now as we recognize that victims of crime are people who have rights and needs too. Realizing this makes us see it is important to do something to help these people. Community people know each other and care about each other, so help for people who are victims can begin to happen right in the community.

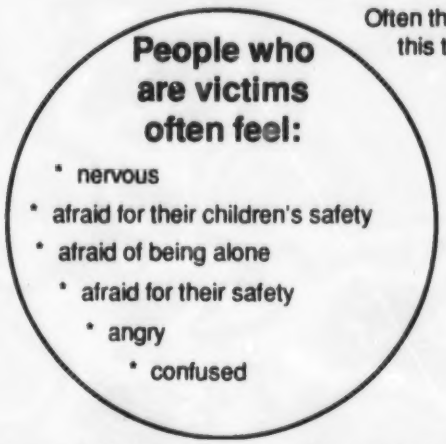
## What do we mean by the word victim?

**All of these people are victims:**

- someone who is being hurt in their home by their partner;
- someone who has been assaulted by someone else;
- a child who is being, or has been hurt physically, emotionally or sexually;
- an adult who has been sexually or otherwise abused as a child;
- someone who has had money or property taken from them;
- someone whose house or property has been damaged by someone else;
- elders who are being abused emotionally, physically, or financially.

In Canada the law says that it is not right for someone to hurt someone else unless they are trying to keep themselves from being hurt. If a person hurts someone else badly or takes or damages their property this is called a **crime.**

# Do people who are victims of crime have special needs?


People who are victims often feel:
* nervous
* afraid for their children's safety
* afraid of being alone
* afraid for their safety
* angry
* confused

Often they need some **emotional support**. Besides this they may need **information** about what help is offered by agencies like social services, shelters, Friendship Centres and Drug and Alcohol programs. They may also need information and help in understanding what will happen if they have to go to court.

Here is what people who have been victims and people working with victims in the Northwest Territories are saying are some of the things that are needed so that people who have been victims of crime can receive more help:

**Awareness** - The victim and the community need to know that abuse is not acceptable. There needs to be education so that victims realize they are victims and stop blaming themselves.

**Counselling** - People who are victims of violence, children who witness violence in their homes and offenders all need counselling.

The kinds of counselling suggested are:

* crisis counselling for victims immediately after the crime
* long term counselling to help victims recover
* counselling and treatment for offenders
* whole family counselling
* specific counselling for victims of sexual assault

**Information and Education about the Court System** - Many people who are victims do not use the court system. Sometimes they do not understand what the courts can do. Sometimes victims find themselves called to be witnesses in court and they are made to suffer again because they have no one to explain what will happen, and what they must do. They become victims again in a system that should be there to help them.

**Better Communication and Co-ordination between Community Agencies** - Many groups and organizations are already working to provide some services to victims in most communities. Sometimes, because personnel change often, there are gaps in the help being given because there is a lack of knowledge or understanding about what each organization is doing and how they could work together to help victims.

# HELPING VICTIMS OF CRIME

## What are some things we can do to help victims of crime in our communities?

In some communities we may provide better services for victims simply by improving the services which are already in place. In other communities we may need to do this and provide additional services as well.

## Coordinate Resources Presently in Place in the Community

In your community there are probably already many services being offered to help people who are victims of crime, but some victims may still not be getting the attention or care they need. Helping agencies may need to develop a better understanding of what is being offered by the other services in the community and, if necessary, how these services could be improved to provide more help to people who are victims of a crime.

### What can I do in my community?

One person can call together representatives of all the different groups to discuss how everyone can work together to provide better services for victims.

- You may decide to hire someone who lives in your community to work with the different community groups to help develop procedures so that all victims are able to get the services they need.

- This person might also train any new people in these agencies so that they know the role of other agencies in the community and how to refer victims to them. Because people in Social Services, RCMP and other organizations are often changing, this could be an on-going role for this person.

# Develop a program to help victims

The following are some other different kinds of services for victims that are being offered in communities in other parts of Canada. Keep in mind that every community is different and may have different ways of providing help to people who are victims. You may be able to take ideas from different programs and combine them to develop a program that would work in your community.

A chart at the end of this section shows some of the advantages and disadvantages of each of these programs.

## Police-based programs to assist victims

These programs serve victims of crime which are reported to the police. The program can:

- provide victims with different kinds of information.
- refer victims to other people and services for help.
- provide practical and emotional support to victims of any crime that is reported to the police.

The program is usually located in the police station. Someone may be hired to organize and operate the program. This person is called the **program co-ordinator**.

### The program coordinator may do many of the following things:

- plan the program
- train and manage volunteers
- keep the media (radio, newspapers) informed about the program
- act as a coordinator for community social service agencies -for example between the social worker, the safe shelter, Drug and Alcohol, etc.
- know where to refer people for help
- develop a good working relationship with the RCMP
- develop education programs on victims' rights
- keep records
- make work schedules

## The kinds of services a police-based victim service offers includes:

- **information about the justice system** in general;
- **information on the victims' case** as it proceeds through the justice system;
- **referral** to other people or helping agencies, including counselling or any special support services that exist for victims of sexual assault, child sexual abuse and wife assault;
- explaining what will happen in court and how they will be involved with the different people connected with the court, and **accompanying the victim to court** for the trial;
- they help with filling out **victim impact statements.** (These are statements taken from the victims so victims can tell how they were affected by the crime.);
- help with applications for **criminal injury compensation.** (This is money that may be available to victims who have been hurt as a result of a crime.);
- assisting the police in notifying people about death and accidents;
- offering to check out homes and show people who have had their homes broken into how to make them more secure;
- some programs deal with **crime prevention** as well.

## Community-based programs

Before developing any community based service for victims there are important points to keep in mind:

- there must be good co-operation with the RCMP and other people already involved in some way with victims in the community;
- there should be a room available in some building in the community where the service can operate.

There are many different models for a community-based service. A few of them are listed below:

**Model I**

- The program may be similar to the police-based model mentioned above, the main difference being that the service operates out of some building in the community other than the police station.
- This service may be set up so that it operates with assistance and direction from an advisory committee made up of representatives from different organizations in the community, including the RCMP.
- A **program co-ordinator** would probably be needed to organize and run the service. The program co-ordinator's role would be similar to that of the program co-ordinator in the police-based model above.

**Model II**

This is a model that has been adopted in a rural area in Restigouche County, New Brunswick.

- It is operated entirely by volunteers.
- Volunteers deliver the service and manage the program.
- The volunteers are trained in crisis intervention and police call them to provide assistance right at the scene in cases of domestic violence.
- The program operates under the direction of an advisory board which is composed of police and community representatives. This board directs the policy, training and activities of this program.

**Model III**

This model also depends on volunteers to carry out the program.

- A large number of volunteers are trained in victim advocacy (helping the victim through the system).
- Volunteers would work with one victim at a time. This person would be paired with the volunteer by the police. The volunteer could then:
  - keep in touch with the victim
  - help the victim see the possibilities open to her/him
  - assist the victim in contacting different helping agencies
  - accompany the victim to court
  - keep in touch with the victim after court to pass on information regarding sentencing
  - check on the victim from time to time to make sure things are all right

**It is important that the volunteer does not make decisions for the victim, but rather is there to provide guidance, and support the victim in the choices the victim makes.**

## Specialized community-based programs

Some of these services may already exist in your community. These services operate out of community agencies that receive funding to provide support to victims of particularly traumatic crimes, such as wife abuse, sexual assault and child sexual abuse. Shelters, Safe Homes, Women's Groups and other support groups are examples of these kinds of services. As well as offering practical and emotional support as mentioned above, these agencies also offer information and referral to social services, housing, health and other agencies.

## A court-based program

This program is generally associated with the crown prosecutor's office. The crown prosecutor is the lawyer who acts on behalf of the government and who goes to court to present evidence that a crime took place. This program helps victims who are identified by the crown prosecutors.

These programs deal mostly with:

- supplying **information** around the process of appearing in court;
- **acting as a contact** between the victim/witness and the crown prosecutor;
- offering **practical assistance around the process of going to court.**

Some of these services offer **emotional support** as well, but this is limited to the victims appearing in court and does not include families and close relatives who may be suffering as well.

## A program to repay the victim

- This is another kind of service that operates in some communities.
- This program may be used more in crimes involving property damage.
- It gives the offender an opportunity to **repay the victim for damages suffered** as a result of the crime.
- The program has different forms, but most include some form of **mediation between the victim and the offender** to reach an agreement on what would be the most appropriate form of compensation.
- Compensation might be in the form of money or in some service done for the victim or the community.
- Participation in this kind of a program is voluntary on the part of the victim and the offender.
- A mediator for this process needs special training.

## Victim Information Line

This is a special toll free line which provides callers with information on the specific services available within the justice system to help victims of crime.

Callers might receive information on:

- criminal injury compensation
- shelters and safe houses
- counselling services
- other specific services.

This is an information line rather than a crisis line.

## Crisis line

This is a phone line people can call when they are in a crisis situation and need help.

In the NWT this is being operated as a local service in some communities, run in the community by volunteers who have received training in how to respond to people in crisis.

The hours of operation depend on what volunteers are available and when the service is most needed. For example, in Iqaluit the line is in operation during the evening hours when most regular services are closed. In Hay River it has operated on a 24 hour basis.

Some victim service programs offer a special crisis line for teenagers. This line is staffed by teenagers who have been trained in counselling people of their own age.

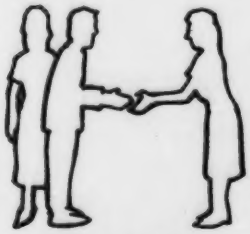
# Victim assistance services

| PROGRAM | ADVANTAGES | DISADVANTAGES |
|---|---|---|
| **Police-based** | Information on who the victims are that need help is available through the RCMP<br>There may be good co-operation from the RCMP<br>Help can be available for victims very soon after the crime occurs | Some RCMP detachments do not have any space for this kind of a program<br>Many people who are victims do not go to the RCMP for help so their names would not be available through the crime reports the RCMP have |
| **Community-based** | Victims may feel comfortable looking for help at a friendship centre, shelter, band office or some other community building<br>There could be services for victims who do not go to the RCMP for help as well as for those who do<br>There is more opportunity to develop a service that is appropriate for the victims in your community | Access to RCMP information may not be as readily available as in the police-based program<br>Some victims may worry about confidentiality with the use of volunteers (in any program) |
| **Court-based** | Most people do not understand the court process and need information about it<br>Because of the court circuit schedules many victims do not have enough time to have much contact with the crown prosecutor so someone to provide contact between the victim and the crown prosecutor would be helpful<br>Many victims need help around the process of going to court and this would be provided | This program would reach only the victims who go to court<br>Emotional help for the victim may not be provided |
| **Program to Repay Victims** | Helps to promote understanding and healing between victim and offender<br>Gives an opportunity for the matter to be settled within the community | Is useful mostly for property crimes<br>Can only work if both victim and offender agree to work with the mediator<br>A well-trained mediator is needed<br>Mediation is not a method to use in spousal assault situations because it is necessary for the two parties involved to be in equal positions of power and this is not the case in situations of spousal assault |
| **Victim Information Line** | Victims in any part of the NWT have at least one place to turn to for information | Would not be able to provide emotional help<br>Not able to offer help in crisis situations<br>Cost might limit it to operating in only one language and therefore it would not be accessible to everyone in the NWT |
| **Crisis Line** | Can provide immediate emotional help<br>Can offer direction on where to find help in the community<br>The victims can remain anonymous if they choose to and may look for help when they might not otherwise<br>People in the community can be involved in helping each other | Usually a crisis line is staffed by volunteers so there may be problems in recruiting and keeping volunteers<br>If the service is available in English only this may limit its usefulness<br>This service may be needed on a 24 hour basis which is difficult to provide. |

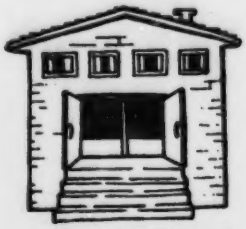
# COMMUNITY ACTION

## Plan a Meeting

It's likely that there are others in your community who would like to see more help for people who are victims. Find out who they are and invite them to a meeting. Your first meeting can be just 3 or 4 people in someone's home. You may decide you want to organize a larger meeting. Divide the work up so that everyone has something to do.



- Who will contact other people about a meeting?



- Who will arrange for a meeting place?

- Will you serve refreshments? Who will look after tea/coffee, etc.?

- Will you invite a special speaker/resource person? Who will do the inviting?

### Who should we invite?

Which of the following agencies in your community are already offering some services to people who are victims, or could offer you some advice?

- Friendship Centre
- Elders
- Social Services
- Health Centre
- Churches
- Safe Home
- Women's Groups
- RCMP
- Adult Educators
- Support Groups

What other groups are helping now?

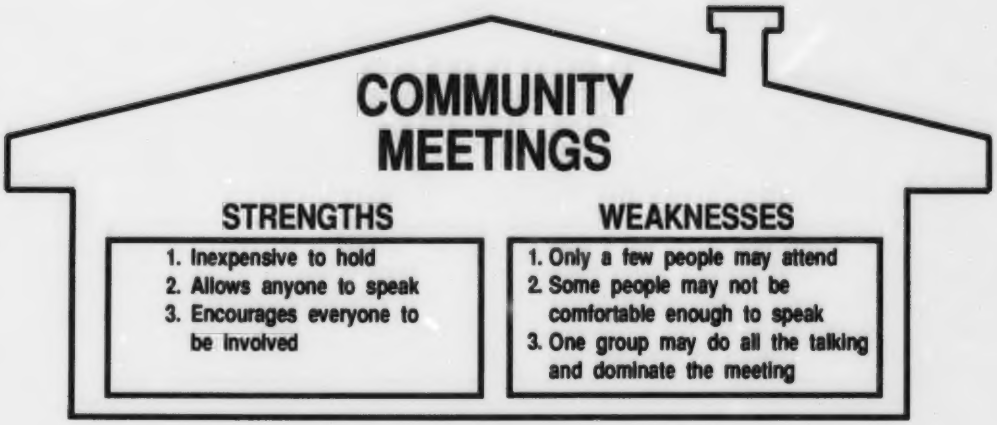
Are there people in the community who others turn to for help?

Ask these people to come together for a meeting to discuss what your community can do to help people who are victims of crime.

HINT: NOT EVERYONE YOU SPEAK TO WILL BE INTERESTED OR AVAILABLE TO HELP. IF THEY AGREE THAT THEY WOULD LIKE TO SEE SOMETHING DONE TO HELP THE PEOPLE WHO ARE VICTIMS IN YOUR COMMUNITY, KEEP THEIR NAMES TO CONTACT LATER WHEN THEY MAY HAVE MORE TIME OR BE ABLE TO HELP IN A SPECIFIC WAY.

## Make a plan

Before you begin planning the meeting here are some things to think about:


COMMUNITY MEETINGS
STRENGTHS
1. Inexpensive to hold
2. Allows anyone to speak
3. Encourages everyone to be involved
WEAKNESSES
1. Only a few people may attend
2. Some people may not be comfortable enough to speak
3. One group may do all the talking and dominate the meeting

**These are other things to think about when setting up a meeting:**

- date, time and place
- who to contact about the meeting
- arranging for an interpreter if one is needed
- resources you will need - paper, markers, video, tea, coffee,etc.
- how you will advertise the meeting - put up signs, talk about it to people, talk about it on the radio
- a plan for the meeting. Will you have some speakers?
- people you might want to use as speakers:
  - someone who works with victims
  - someone who has been a victim and is ready to talk about the experience
  - someone from the RCMP
  - the Victims Assistance Coordinator in Yellowknife
  - someone from Arctic PLEI

## Hold the meeting

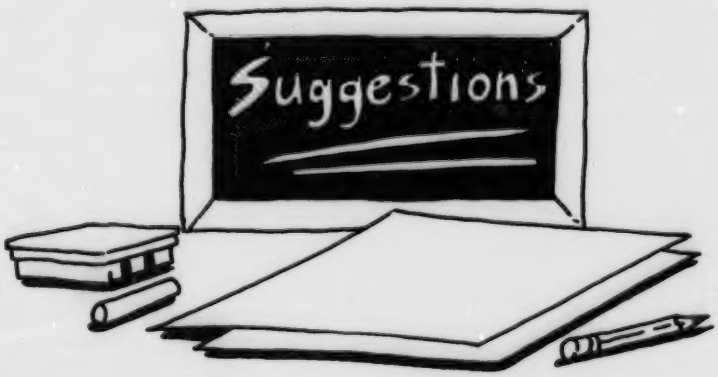
Here are some questions to try to answer in your first meeting. See that everyone who wants to has a chance to speak.

- Are there people who are "victims" of crime in your community?
- Who are they? Are they women, children, teens, elders? You don't need to name names.
  List them on a big sheet of paper or a chalkboard.

- What kind of help do they need?
  List the suggestions given.

- What services are in your community now that are giving this kind of help?
  List the name of the group or person and what services they provide.

- What help is still needed?
- What can we do to provide help for these people?
- Can the present services expand to do more?
- Is there need for a special person to work in your community to meet some of these needs?




**Write down all the ideas that people give.**

**Form a small group to organize the information you have collected and plan the next meeting.**

**Decide when to meet again.**

# Develop your plan

## Decide on a goal.

What do you want to accomplish?

What vision do you have for your community?

What help would you like to be able to provide for people who are victims of crime?

Look at the things you have talked about. Make one statement about what you would like to accomplish in the end.

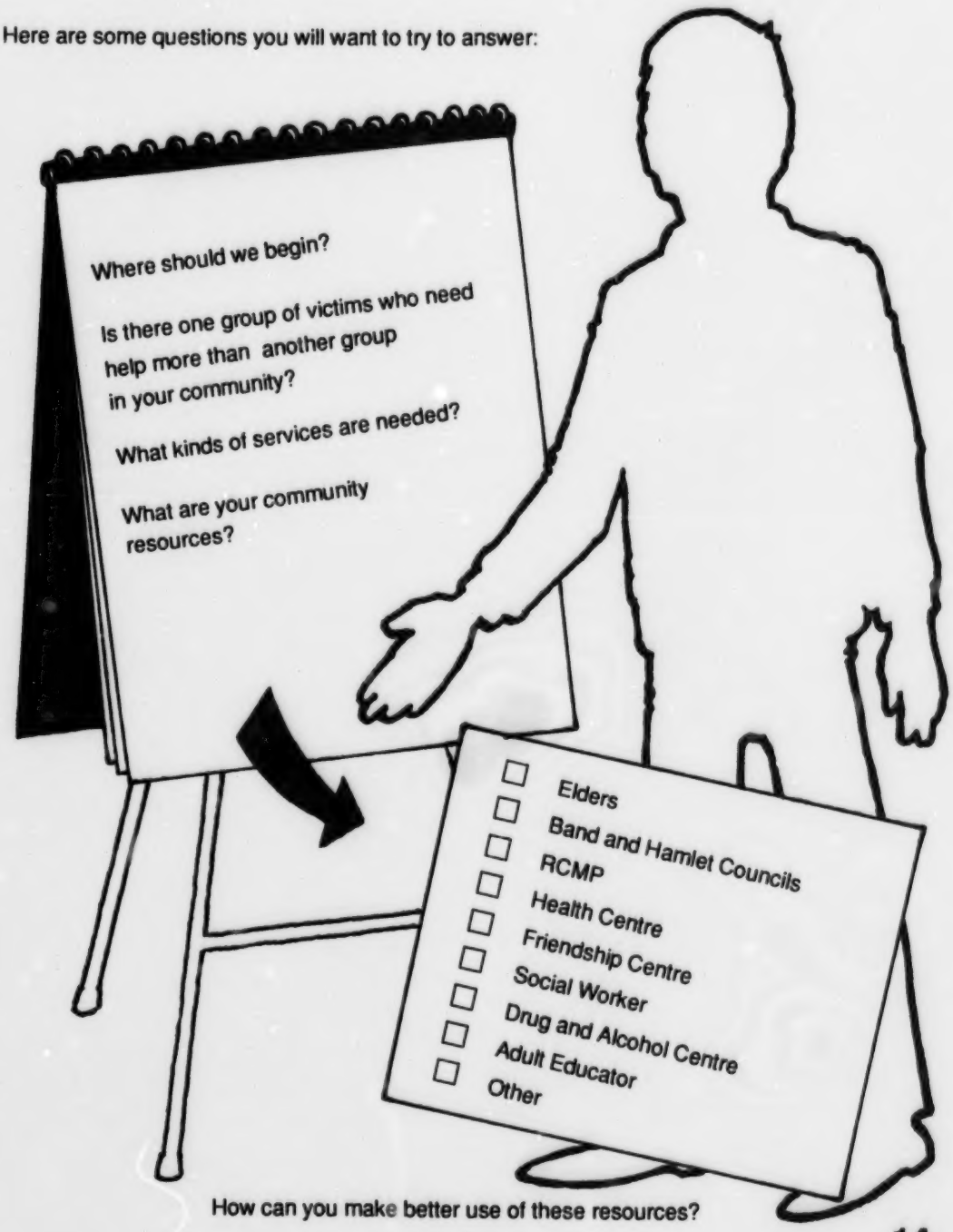
Remember that it may take a long time to reach this goal. You need to plan each step you must take to accomplish this. These are your **short term goals.**

It is a good idea to have several short term goals as well as a long term goal.

**IMPORTANT: Start with something you think you can accomplish. Being successful is important. It encourages you to continue on and may encourage others, who were not sure at first, to join in and help.**

## Develop an action plan.

Here are some questions you will want to try to answer:




How can you make better use of these resources?

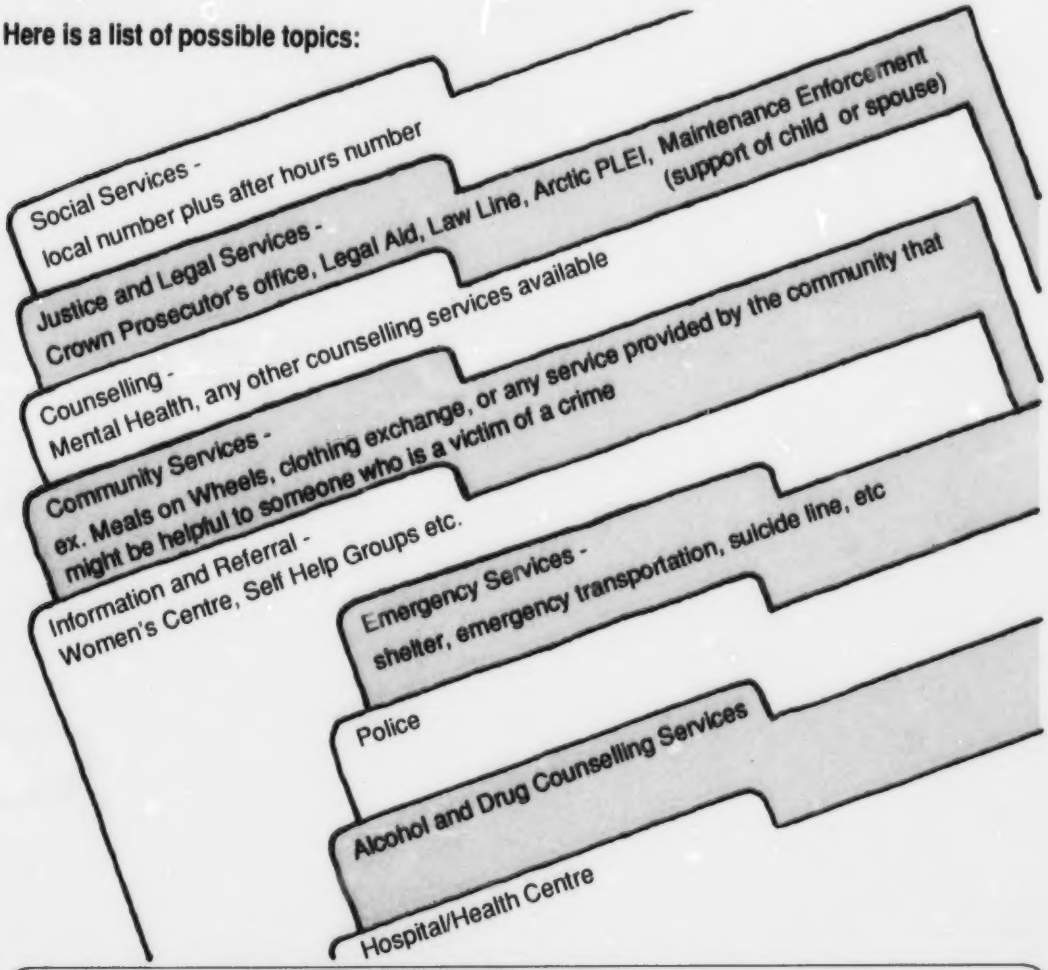
## Take a first step

If you have found that there is a need for better connections between the agencies or groups that are presently in your community, you may want to make up a **Directory of Services** for Victims of Crime and distribute it to all the agencies that work with victims in your community.

Start by listing what is available in your community and then include some services that are available for the NWT.

Include the phone number and the name of the person to contact in each agency.

**Here is a list of possible topics:**


Social Services -
local number plus after hours number
Justice and Legal Services -
Crown Prosecutor's office, Legal Aid, Law Line, Arctic PLEI, Maintenance Enforcement
(support of child or spouse)
Counselling -
Mental Health, any other counselling services available
Community Services -
ex. Meals on Wheels, clothing exchange, or any service provided by the community that
might be helpful to someone who is a victim of a crime
Information and Referral -
Women's Centre, Self Help Groups etc.
Emergency Services -
shelter, emergency transportation, suicide line, etc
Police
Alcohol and Drug Counselling Services
Hospital/Health Centre

**Decide what agencies could use this list.**

**Distribute the list.**

**Plan to update the list twice a year.**

## How one community took action.

The Drug and Alcohol workers in Fort Good Hope, N.W.T. found many people were coming to them for help with their drug and alcohol problems. Many times their addiction was just a way of coping with other problems in their lives such as being hurt emotionally or physically by a partner at home, or keeping the secret of having been sexually abused when they were younger. The Drug and Alcohol workers realized there were more problems than they could deal with so they looked for funding to hire a person who could work with these "victims" and then advertised the position on the radio. They found and hired a victim services co-ordinator.

**These are some of the things that the victim services co-ordinator did :**

- organized and facilitated three community workshops to increase community awareness on the cycle of violence;
- reorganized a support group for women and organized a support group for men, both of which met monthly;
- developed and delivered radio messages about family violence in both Slavey and English;
- provided counselling to victims, referred victims to other agencies for help and visited homes in the community;
- organized an Interagency Committee made up of the RCMP, Social Services, Band Council, Native Courtworker, Health, Housing Association, and representatives from education and employment institutions to meet on a regular basis and work on developing co-operative ways of dealing with family violence.

**More information on this program and how it started could be obtained from Mary Rose Drybone, Fort Good Hope , N.W.T. or from the Band Office.**

# Plan for an evaluation of your program

## What is an evaluation?

As you carry out your program you will want to see whether or not you are accomplishing what you set out to do. You will want to look at what is going well and what is not going well in your program. This is called an **evaluation**.

**Regular evaluations will help you see what you are doing and where you might make changes.**

**You should look at doing two kinds of evaluations:**

- an ongoing evaluation
- a longer term evaluation

### An Ongoing Evaluation

You can do an evaluation after each step of the program you carry out. This ongoing evaluation would include answering these questions:

How did the job get done?

How well did the job get done?

What went right? Why?

What went wrong? Why?

Where are we now?

What's the next step?

### A Longer Term Evaluation

As well as evaluating each short term goal you accomplish, it is a good idea to do an evaluation after some time has passed. This helps you to look at what is happening and make sure you are still on the right track.

**Who should do it ?**

It would be good to have someone from outside the community, or someone in the community who has not been a part of the program, do an evaluation after the program you have developed has run for a year. Someone from outside the program may see things you can not and bring some fresh ideas for change. If your program receives funding from an outside source you may be required to have someone from outside do the evaluation.

## How is an evaluation done?*

**A good evaluation program consists of:**

### 1) History

Describe how it was for people who were victims of crime in your community before you started your program to provide services to help them. Describe how your community developed, planned and carried out your program. Include a description of why and how the program was started, who was involved and what actions were taken.

### 2) Program description

Describe your program. Write the goals, how much it cost and who was responsible for what tasks. The person reading the report may have no idea what your program is about. Try to provide as much information as possible.

### 3) Assessing the change

Try to determine what has changed since you started your program for victims. Statistics, records you have kept, and talking with victims who have participated in the program will help you measure the change. If you have helped to improve services for victims in agencies which were already operating at the start of your program it would be good to talk to people in these agencies as well.

### 4) Strengths and weaknesses

List the strengths and weaknesses of your program and explain what you feel are the reasons for these strengths and weaknesses. List as many strengths and weaknesses as possible.

### 5) Recommendations

Based on the strengths and weaknesses you have identified, make recommendations for change or how you want to continue. Talk about the positive parts of your program and recommend that they continue. Explain negative results and recommend how the program could be changed for more positive results. These recommendations will form the basis for any changes you will make in your program.

**Evaluations should be carried out regularly, for example every year. If you have reached your goal, develop another program to address other needs.**

* Adapted from **Visions For Our Future: A Crime Prevention Guide for Native Communities,** Native Counselling Services of Alberta and the Alberta Solicitor General.

## PLAN YOUR BUDGET

Some of the things you feel should be done to help victims may require money. Perhaps you will want money to put on workshops or to hire someone to work as a victim services co-ordinator. Try to think of all the things you will need money for and then be prepared to draw up a proposal for funding for your program.

Look in the back of this book under **Sources of Funding** to see some of the places where there may be money available. There is also a plan to help you prepare the proposal for funding.

### Community Workshop Budget

| | | |
|---|---|---|
| **Fees** | | |
| Workshop Facilitator (2 days @ $350/day) | $700 | |
| Guest Speaker | 500 | $1,200 |
| **Travel** | | |
| Guest Speaker's Travel | $1,400 | 1,400 |
| **Room Rental** | | |
| Community Hall (2 nights @ $50/night) | $100 | 100 |
| **Office Supplies** | | |
| Phone and Fax | $150 | |
| Postage | 25 | |
| Xeroxing | 100 | |
| Paper and supplies (markers, envelopes, flipchart paper) | 150 | 425 |
| **Advertising** | | |
| Materials for posters, ad in local paper | $25 | 25 |
| | | **$3,150** |
| **Administration** | | |
| 15% of above expenses | | 475 |
| **Total expenditures** | | **$3,625** |

SAMPLE

# TRAINING

Anyone who plans to work with victims must receive appropriate and adequate training. This training is necessary for any volunteers as well as for paid workers. You might develop your own training program for people in your community. If several communities in your area are interested in developing more services for victims, a training session could be set up for the people in your region.

## A training program for victim workers should include the following components:

### 1. Information about the Criminal Justice System

- History of the justice system
- Overview of the justice system
- Roles and responsibilities of criminal justice personnel in relation to victims of crime

### 2. Information about victim needs and the history of the movement to develop services for victims

### 3. Police procedures and rules

### 4. Social service agencies in the community and their role in helping victims

### 5. Victims with special needs:

- spousal abuse victims
- sexual assault victims
- child and adolescent abuse victims
- elderly victims

### 6. Skills development including:

- listening skills
- communication skills
- interviewing skills
- counselling skills
- mediation
- assessing need for referral
- how to make referrals
- note taking/record keeping

## Victim Services Worker

In looking for a victim services worker there are certain things to keep in mind. If there can be more than one worker they can provide support for each other. It is extremely important that this kind of support be available for anyone working with victims. On-going training is necessary also.

**Listed below are some of the things you might want to look for:**

- preferrably someone who is a member of the community
- someone mature and responsible
- someone sensitive and caring
- someone with some degree of self confidence
- someone willing and able to make contact with different agencies

**Confidentiality is extremely important.**

# FUNDING

## How to Submit a Proposal for Funding*

Writing a proposal that will bring in funding takes time and careful work. The proposal should be short and clear and written so that each part follows from what came before.

Plan ahead as far as you can. It may take six months or more from the time you submit your proposal until you receive the funding. It is good to try to plan a year ahead, so if you want something to happen in June, 1992, you should be submitting a proposal for funding by September, 1991, for example.

### SUGGESTED PROPOSAL FORMAT

A well written proposal should have the following parts:

#### Cover letter

This should be a one page summary of the proposal, written to the Executive Director of the funding organization. Tell why the program is needed, how you will meet the need, why your group is qualified to do this and the amount of money you are requesting. **Often this is the only part of the whole proposal which is read slowly and completely.**

#### Title page

Put on the title of the project, the name of your organization and the date. You could use colored cover stock, or clear plastic covers. Add graphics if you wish.

#### Introduction

State how your project fits with the interests of the funding source. Describe your agency's purpose and the goal(s) of this project, and how these relate to the funder's interests.

#### Statement of the Need of the Project

Describe the need for the project and whether this need is presently being addressed elsewhere. State why it is important that this project be funded to address this need.

#### Objectives

Describe what the project will accomplish. Be realistic and state only what you can accomplish with the limits you have on time, money and personnel.

* Adapted from "The Fund-Raising Process", 1989, TRACON Training Consultants Corporation.

**Methods**

Describe what you plan to do, how you plan to do it, and your time schedule. This section is usually read more carefully than the others because it tells how you plan to achieve your objective.

**Evaluation**

Tell what information you will collect and what you will do with this information.

**Future Funding**

Tell when the project will end. If the project will be on-going, describe how it will be funded after this grant is finished.

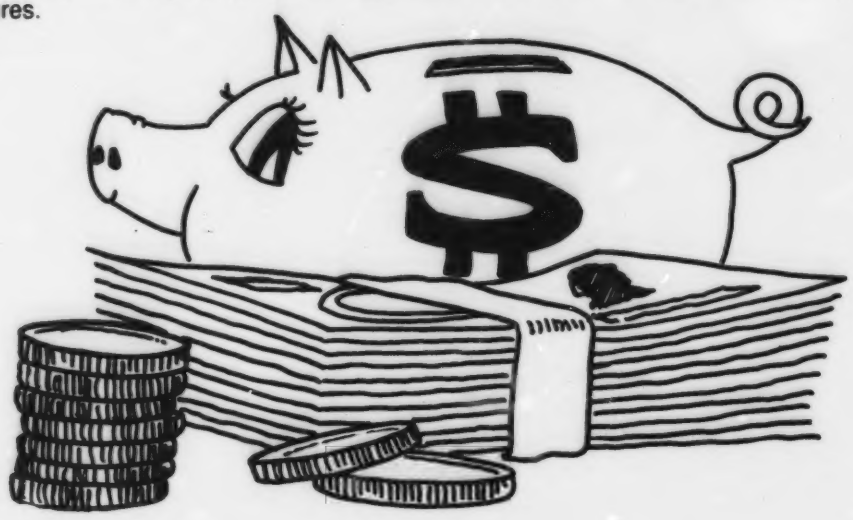
**Budget**

Present this in an accepted accounting style. Expenses, such as salaries, employee benefits, travel, office supplies and equipment, rent and telephone, should be stated (See **Sample Budget** page 19). If your program has been in operation for more than a year, include a recent financial statement.

**Appendices**

These may include the most recent annual report, information on the people working on the project, a list of the members of the Board of Directors of your organization and letters of support from other agencies.

For further help in writing a proposal see **Appendix A**: Victim Assistance Committee: Application Procedures.



# Sources of Funding

In looking for funding for programs or services you would like to develop it would be wise to contact the funding agency by letter or phone to find out the procedures you are required to go through and whether there is funding available from that source for the kind of program you have planned.

Listed below are some sources where funds are available for providing services to victims.

**Medical Services Branch and Department of Indian and Northern Affairs (MSB-DIAND)**

National Native Drug and Alcohol Abuse Program
Room 1186, Jeanne Mance Building
Tunney's Pasture, Ottawa, Ontario
K1A 0L3
**Phone:(613) 957-3392**
Fax:(613) 957-9969

Funding targets short term, community based projects aimed at addressing problems related to family violence and child sexual abuse in Indian and Inuit communities.

49 projects funded 1990-91, including: training of community service providers; networking between professionals and para professionals; community awareness sessions designed to introduce and air the problem of family violence to all community members.

**Department of the Secretary of State of Canada**

P.O. Box 610
Yellowknife, NWT X1A 2N5
**Phone:(403) 920-8270**

There is funding for projects which improve the situation of women at the community level. Two areas which fit into services for victims of crime are:

Family Violence (including battering and incest);

- programs here should be in the area of "long term strategies to increase public awareness about the issue in communities, and to improve activities by health and legal organizations to better meet the needs of battered women".

Sexual Assault- examples of projects which might qualify;

- workshops held in communities to identify solutions.
- training to sensitize local police forces.

To apply: Send a letter of intent, including an outline of your proposal and a budget breakdown. This should be done well in advance of when the money is needed.

**Health and Welfare Canada**

Family Violence Prevention Division
9th Floor
Brooke Claxton Building
Ottawa, Ontario K1A 1B5
**Phone:(613) 957-2885**

Write a letter to this address explaining why you need the money and they will forward your letter to the appropriate section of the department.

**Project Development and Discretionary Funds Section**

Department of Justice, Justice Building
239 Wellington Street
Ottawa, Ontario
K1A 0H8
**Phone: (613) 957-3537**

Money is available for projects which encourge closer co-operaton between social service agencies and the justice system and also for projects involving trained volunteers who help victims through the court process. Money is also available for family violence prevention programs.

**Corrections and Family Violence**

Corrections Branch
Ministry of the Solicitor General
340 Laurier Avenue West
11th Floor
Ottawa, Ontario
K1A 0P8
**Phone:(613) 991-2825**

Money is available for projects dealing with Native issues, family violence, reintegration of offenders into society, alternatives to imprisonment and community-based corrections.

Funding is provided for 10 - 15 projects per year. Grant range in 1990 was from $10,000 to $100,000.

Phone to find out if the program you plan will fit into the guidelines of this funding source and allow at least eight weeks for the processing of the funding proposal.

**Victim's Assistance Committee**

7th Floor Precambrian Building
c/o Community Justice Division
G.N.W.T. Department of Justice
Yellowknife, N.W.T. X1A 2L9
Victim Co-ordinator - **Phone (403)920-6911**
**Fax (403) 873-0234**

Preference is given to voluntary and non-profit organizations which assist victims of crime. Emphasis is on the development of new services or the enhancement of existing services.

"Priority for funding in 1990 will be for training workshops designed to sensitize police, health, social services and community agency workers as to the needs and concerns of victims."

See **Appendix A** for application procedures and more information on the Victims Assistance Committee

**Family Violence Prevention Programme**

Department of Social Services
Government of the Northwest Territories
Box 1320,
Yellowknife, N.W.T. X1A 2L9
Programme Co-ordinator - **Phone (403) 920-6254**

To apply for funding phone the programme co-ordinator or write a letter telling briefly why you need the money and how you plan to use it.

## Applying for Funding from Foundations.

There are many foundations in Canada that have funds available for use by non-profit organizations. All of the foundations listed below have indicated they have money available for victim-related programs, however some limit these funds to particular groups of victims like children or battered women. If you are looking for funds for a particular program it is a good idea to contact the foundation and find out if that is the kind of program it would support before sending in a proposal.

In order to be eligible for funds from these foundations you are usually required to have a registered charitable number. In order for your group or organization to obtain a registered charitable number, it is necessary to be incorporated as a society under the Societies Act of the Government of the N.W.T. For information on how to do this contact:

**Registrar of Societies**

Department of Justice and Public Services
Government of the Northwest Territories
Yellowknife, N.W.T. X1A 2L9
**Phone : 873-7490 or 920-8986**

# Foundations

**The Muttart Foundation**

**Bob Wyatt, Executive Director**
**9919-105 St., Suite 530**
**Edmonton, Alta T5K 1B1**

Interested in receiving applications from NWT. Gives grants to help operate innovative self-help projects dealing with: youth & families at risk, reducing violence in society and native education.

Grant range 1993 - $260 to $35,000
Applications reviewed 4 times per year
Fiscal year end Nov 30

**The Samuel and Saidye Bronfman Family Foundation**
**1170 Peel St., Montreal, P.Q. H3B 4P2**

"Dealing with challenging social, cultural and educational issues" Special Initiatives Program- one time grants up to $5000
Applications received any time.

**Carthy Foundation**
**P.O. Box 2554, Calgary, Alberta T2P 2M7**

Grant range 1987 was $100 to $64,000
Fiscal year end Dec 31.

**Donner Canadian Foundation**
**402 - 212 King Street West,**
**Toronto, Ontario M5H 1K5**

Focuses on public policy issues and addresses a range of topics pertaining to public management, the appropriate role of government and the responsibilities of citizenship.

Grant range 1988 - $5000 to $520,000
Fiscal year end Dec. 31

**Jackman Foundation**
**44 Victoria St., Suite 1300,**
**Toronto, Ontario M5C 1Y2**

Grant range, 1987 was $1000 to $ 1,000,000
Funding decisions made throughout the year.

**The Henry White Kinnear Foundation**
**c/o McCarthy Tetrault**
**P.O. Box 48, T.D. Centre,**
**Toronto, Ontario M5K 1E6**

Grant range , 1987 - $250 - $200,000
Fiscal year end December 31

**The Hospital for Sick Children Foundation**
**555 University Avenue,**
**Toronto, Ontario M5G 1X8**

**Child Abuse**

**External Grant range 1993 - $100 - $100,000**

**Application deadlines: Apr. 1, Oct. 1**

**The McLean Foundation**
**2 St Clair Avenue West,**
**Suite 1008, Toronto, Ontario, M4V 1L5**

**Social services including children, youth, sexual assault**

**Grant range 1986 - generally $5000 or less. Larger grants made on occasion.**

**Applications received quarterly**

**Metcalf Charitable Foundation**
**105 Pears Avenue,**
**Toronto, Ontario M5R 1S9**

**Social Services, includes children, abused women, aged, youth**

**Grant range 1986- $1000 to $60,000**

**Fiscal year end Dec. 31**

**Paterson Foundation**
**P.O. Box 664,**
**Thunder Bay, Ontario P7C 4W6**

**Grant range 1986 - $500 to $16,000**
**Fiscal year end Dec 31**

**Wolrige Foundation**
**106 Southlands Place,**
**Vancouver, B.C. V6N 1N1**

**Social services; child welfare**
**Grant range 1986 - $200 to $2,200**
**Fiscal year end, June 30**

**Nelson Lumber Foundation**
**P.O. Box 1620,**
**Lloydminster, Alta. T9V 0Y8**

**Social services including youth, sexual assault, family services, criminal rehabilitation**
**Grant range 1986 - $100 to $20,000**
**Fiscal year end Sept 31**

# APPENDIX A

## Victims Assistance Committee
### Government of the Northwest Territories

### Mandate
The mandate of the Victims Assistance Committee is to promote the needs and concerns of victims of crime. The Committee makes recommendations to the Minister of Justice on policies respecting services to victims and on financial contributions from a Victims Assistance Fund for programs and activities related to victims of crime.

### Funding procedures
Submissions are made by a formal request for funding to the Committee, which reviews the proposal and makes a recommendation to the Minister who has the final authority for approving the spending of money from the Victims Assistance Fund.

Preference is given to voluntary and non-government, non-profit organizations which assist victims of crime and who wish to undertake projects that support community initiatives in victims assistance.

Some examples of proposals which the Committee may consider are :

- the provision of information (written, audio, visual, oral) to victims, witnesses and criminal justice workers on:
  the rights and responsibilities of victims, available services, crime prevention, case progress reports, the criminal justice system and its procedures, and any related material on victims of crime.
- direct service programs which provide crisis response, personal support and follow-up assistance to victims.
- training and educational activities (workshops, forums, etc.) for volunteers, police, professionals and community resource workers in the field of victims services.
- public education and information programs and activities.
- any other activities which the Committee may accept as valid and reasonable in the provision of services to victims of crime.

Priority for funding will be for training designed to sensitize community resouce workers and caregivers (shelter workers, health, police, social service workers, etc.) as to the needs and concerns of victims.

Funding under this program is not to duplicate the money received from any other sources; the emphasis will be on the development of new services or the enhancement of existing services.

## Victims Assistance Committee/Application procedures

### FUNDING PROPOSAL

**COVER LETTER**

Write to the Chairperson of the Victims Assistance Committee giving a brief description of your project, why it is needed, and the amount of money you require from the Victims Assistance Fund.

**FUNDING PROPOSAL (one or two pages)**

Provide:

- a brief description of your organization, its mandate in relation to victims of crime, and funding sources;
- a statement of your project, why it is needed and the planned activities (i.e. dates, location, workplan, participants, resource persons, etc.); and
- what you expect from this project and how you will evaluate the results.

**BUDGET (one page)**

Provide cost estimates of your project, where applicable:

| | | |
|---|---|---|
| Personnel: | consultant or contract fees, translators, etc. | $ _____ |
| Travel: | airfare, taxi, accommodations, meals, misc. | $ _____ |
| Office: | typing, telephone, facsimile, accounting, etc. | $ _____ |
| Supplies: | photocopying, equipment rental/lease/purchase, etc. | $ _____ |
| | TOTAL: | $ _____ |

* INDICATE OTHER SOUCES OF FUNDING FOR THIS PROJECT *

**REFERENCES**

For projects other than conferences, provide three letters of support (R.C.M.P., municipalities, churches, shelters, MLA's, regional coucils, etc.), at least one from within the community.

**FOR FUNDING TO ATTEND CONFERENCES/WORKSHOPS (submit the following ONLY)**

1. A cover letter explaining why you wish to attend the victim-related event, the requested funds, and the time and location of the conference/workshop (attach the brochure); and
2. A budget sheet detailing the costs to attend [e.g. airfare (excursion, full fare or convention rates) ,taxi, accommodations, meals and registration fees].

Successful applicants will sign a memorandum of understanding with the Government of the Northwest Territories.

**SUBMIT PROPOSALS TO:**

**Victim's Assistance Committee**
7th Floor Precambrian Building
c/o Community Justice Division
G.N.W.T. Department of Justice
Yellowknife, N.W.T. X1A 2L9

**FOR FURTHER INFORMATION:**

Contact the Victims Co-ordinator at (403) 920-6911 (collect) or facsimile (fax) number (403) 873-0234

# APPENDIX B

## Contacts for Victim/Offender Mediation

**Justice Institute of B.C.**

4180 West 4th Ave
Vancouver, B.C. V6R 4J5
**(604) 228-9771 Local 311**

Contact: Marge Berdine, Director of Extension Programs

**Family Mediation Canada**

123 Woolrich Street, 2nd Floor
Guelph, Ontario N1H 3V1
Phone: **(519) 836-7750**
Fax: **(519) 836-7204**

**Fong and Associates Ltd.**

300, 840-6th Ave S.W.
Calgary, Alberta
T2P 3ES

Contact: Dr. Larry S. Fong, Psychologist

# APPENDIX C

## The Circle of Healing*

*The things wrong in Fort McPherson, Northwest Territories, are that the people aren't dealing with their problems. There is a bar called R.J.'s bar. It's where most people think they're fixing their problems but they're not.*

Children in Fort McPherson, from a MATCH workshop, 1989

In the province of Manitoba, aboriginal people are using a Circle of Healing to address the problem of violence in their communities. It was started by five or six women of the Hollow Water Reserve who began meeting secretly to share their problems.

About five years ago, they opened their discussions to the community and a new group evolved to tackle wider social issues -- violence in particular. The group connected the psychological, emotional and physical violence they were subjected to with the economic, social and political underdevelopment of their community. They realized that unless that violence was dealt with, their community could not move forward.

In 1987, the group decided to tackle sexual abuse head on when two rapists returned to the reserve, after spending three years in jail, and raped again. The people of the reserve turned to the Circle of Healing, a method as old as native society itself and an essential tool used in native medicinal philosophy. In an article about the Circle, journalist Catherine Mitchell writes, "The calling together of the people to solve a problem is the root of communal Indian life. "The Circle of Healing involves treating the entire community to exorcise the pervasive illness of violence.

There are two programmes within the Circle of Healing. One is a five-day intensive therapy; the other is a thirteen-step process which takes two to five years. The Circle insists on an admission of responsibility on the part of the offender before getting involved. And the circle's principle is simple: until the victimizer is healed, there will be more victims. Key to the Circle's power of healing is a special gathering where members of the community, the victim, the abuser, and family members come together to face the crime. The abuser has to acknowledge the crime publicly.

At the heart of the meeting is the speaking out of members of the community, who tell the abuser how they feel about what has happened and offer their support for healing. They also speak to the victim and the family or families involved.The abuser is given a "healing contract" setting out punishment — usually community work — and arrangements are made to protect the victim. When the contract expires, a cleansing ceremony takes place to symbolize the return of balance to the abuser, the family and the community. At this point healing is complete and the crime is to be forgotten. Healing can take years.The Circle of Healing is now used in the South-East Tribal Council region which includes nine reserves.

* Much of this information was taken from a Winnipeg Free Press article by Catherine Mitchell, April 8, 1990. Reprinted with permission from **Linking Women's Global Stuggles to End Violence,** MATCH International Centre, June 1990.

# APPENDIX D

## Statement of basic principles of justice for victims of crime

In recognition of the United Nations Declaration of Basic Principles of Justice for Victims of Crime, Federal and Provincial/Territorial Ministers Responsible for Criminal Justice agree that the following principles should guide Canadian society in promoting access to justice, fair treatment and provision of assistance for victims of crime:

1. Victims should be treated with courtesy, compassion and with respect for their dignity and privacy and should suffer the minimum of necessary inconvenience from their involvement with the criminal justice system.
2. Victims should receive, through formal and informal procedures, prompt and fair redress for the harm which they have suffered.
3. Information regarding remedies and the mechanisms to obtain them should be made available to victims.
4. Information should be made available to victims about their participation in criminal proceedings and the scheduling, progress and ultimate disposition of the proceedings.
5. Where appropriate, the views and concerns of victims should be ascertained and assistance provided throughout the criminal process.
6. Where the personal interests of the victim are affected, the views or concerns of the victim should be brought to the attention of the court, where appropriate and consistent with criminal law and procedure.
7. Measures should be taken when necessary to ensure the safety of victims and their families and to protect them from intimidation and retaliation.
8. Enhanced training should be made available to sensitize criminal justice personnel to the needs and concerns of victims and guidelines developed, where appropriate, for this purpose.
9. Victims should be informed of the availability of health and social services and other relevant assistance so that they might continue to receive the necessary medical, psychological and social assistance through existing programs and services.
10. Victims should report the crime and co-operate with law enforcement authorities.

Signed by The Honourable Michael A. Ballantyne at the Federal/Provincial/Territorial Ministers of Justice Conference in March 1988 at Saskatoon, Saskatchewan